

GENERAL AND REVENUE SECRETARIAT.

P 25E

1913.

(47)

File No. 41 of 13

Serial Nos. ~~4-5-6-7-8~~ 4-5-6-7-8-9-10-11-12-13

Papers Filed.

Month Nov 1914

SUBJECT.

Statement of Circulars issued by the
Comptroller. Public Works & Rep Branch

PREVIOUS REFERENCES.

4741 of 13 of 27 Dec 13.
Rep 39 of 10 of 1-2 B Sep 1911
9 M 54 of 11 of 101.28/11/14

LATER REFERENCES.

Sch 28-1-14

General and Revenue
Secretariat.

G. R. S. File No.

41 of 1913-14

Serial
No.

4

From the Comptroller to Genl

P. W. Ry. Branch

No. 3345/ D.V. 1-14.

Forwards a nil statement
of circulars issued by his
office during December 1913.Encl.: Previous nil returns were
filed

2 This may also be filed

102-141
28-1-14SW
1/11

H. L. W.

5. From the Comptroller. No. 3887/c. D. 12. 2. 1914.

Forwards a nil statement of circulars
issued by his office during January 1914.

Submitted for information.

1/11
16/2
SW

H. L. W.

6. From the Chief Engineer

No. 1820 of 19. 2. 1914. Forwards for information
and record a copy of Circular No. 7 dated the 18th
February 1914 regarding the necessity to certain
measures in order to secure a better and more
efficient maintenance of roads.

NOTE—Contn. sheet.

General and Revenue
Secretariat.

G7 File No. 41 of 1913-14

Serial
No.

4 Submitted for information -

U. V. B. M.
27/2SW
28/2

Br V

5 Transfers to Govt. what
has to be done with this.by
28/27 From the Offg. Chief Engineer
No. 2255 of 7.3.1914.Forwards for information and recd
a copy of Circular No. 8 of 7.3.1914 regarding the
reduction of the value of buildings as shown in
the Registers.

6 Submitted for information

U. V. B. M.
19/3

SW

File
No. 28/2

From the Comptroller

No. 5667/E. D. 9.5.1914.

8 Forwards Circular No. 1 of the Railway Construction Bd.
and No. 4506 of the P.W.D. Bd.7 Circular No. 1 of 18/5 about "Account Current" being sent
in advance of other accounts & vouchers.

No. 4 - P.W.D. Prescribes the procedure for drawing

Please remove the
paper under disposal
+ send back the file

8/23 SP

Br V)

Done
Done

2/2

General and Revenue
Secretariat.

File No.

41

of 1913-14.

Serial
No.

and recovery of advances sanctioned by Govt. for the purchase of Motor cars.

No. 5. P.W.D. Emphasizes strict observance of the instructions contained in Para 979 of the P.W. Code & the return of the original receipt before a refund of deposit amount.

No. 6. Directs that an acknowledgment of payment should bear the date on which the payee actually receives the cheque drawn in his favour or the money disbursed to him and no other date should be entered in the receipt.

Subd for information

8-27/5
SNP
14/5

8. File but discuss if signature of Mr. A. R. is permissible under standing order in corresponding letter from 15/5/14

under

M

9. Go. no. G. 2762-2809/G.M. 165-11-1 D 13. 11. 1911 directs that all communications to Govt. should be signed by the Head of the Office himself and not by an Office Assistant.

10. It is however for consideration if the

Serial
No.L
Paper under
disposal.

Special permission granted in Mr. Balasundaram's
Gen. D.O. of 4.4.1912 does not cover this
Case. The issue of Circulars sent for the information
of Govt may perhaps be construed as routine matter.

" If approved this will be filed after order

Q-21/10/12

19/5

SN/20/5

12 Please put up the file to which
the left mentioned above is a
final answer.

n Raw

13/5/12
10/5/12

do

13 The Council Section to put up papers connected with Mr. C.S.
Balasundaram Gen. D.O. of 4.4.1912 (Reg L).

SN

21/5

14 The D.O. Register maintained in
the Council Section does not contain
any entry about the letter referred
to above.

VS
22.5.14

n Raw
21/5

V

W

15
Genl. Controller's D.O. no. 51 of 15/3/1912 and
Mr. Balasundaram's Gen. D.O. no. 22 of 4/4/12
are put up herewith. They have been
obtained from the Comptroller's Office on
requisition.

Q-21/10/12

29/5/14

SN/20/5

16 The Circular is all right but
I don't think the signature of Mr.
B is correct

Secy

Dr. 29/6/17

17

Draft

20/6/17

20/6/17

Serial
No.

18 Draft Submitted for approval as per order.

H. 21 *BM*

30/6/1914

19 *Memorandum* *What* *Want* *Comptroller*
to put the Secretary of the office
*office. Invite attention to the fact.**in the**1-7-14*

20 Submitted

in the linked file

Attention of the Comptroller had once before been
 invited ~~to the Comptroller~~ in go. no. 72-5035 of 28.4.1914
 and in reply thereto the Comptroller refers to the
 DO. Correspondence in which he was allowed
 the privilege of his assistants signing for him.
 Under the circumstance it is respectfully submitted
 if further action is called for.

H. 21 *BM*
3/7/1421 *Submitted to the other file*
*Containing the DO reference to**1-7-14*

Mr. Balasundaram
Mr. Secretary Balasundaram *for* *DO* *of* *4.4.1912*
was shown, & a draft as per personal order
is submitted for approval.

H. 21 *BM* *Revised draft*H. 21 *BM* *Revised draft is submitted.*77 *It is however respectfully suggested whether*

General and Revenue
Secretariat.

97 File No. 41 of 1913-14

Serial
No.

The act of forwarding copies of circulars issued by the Comptroller is not a routine matter to justify the signature of the Asst Examiner. It is not clear if the copies sent are to be construed as meaning that they have been sent for his approval of fact in which case it could be ~~construed~~ maintained that it is sufficiently important and could not be classified under routine.

Subd 10/11

El-31

9/7/1914. 24 I think routine in an audit.

Office is keeping audit books, & giving copies of acct & vouchers. Letters forwarding circulars to are not routine. If this view is correct the draft below may be approved.

See

9/7/14

25) Is similar concession allowed to or enjoyed by other Heads of depts?

Dues

11/7

26) Sub? The result of inquiry carried on in the Routine notes goes to show that ~~no other Head~~ no other Head of department enjoys the concession. The proposal of the Rev Com^r in this behalf was exhaustively considered by the Councilors and the Dewan with the result that he was told that no alteration ^{was needed} in the existing rules viz. G.O. 2762-2209 of 13-11-1911.

Subd

11-31

29/10/14 (G. 10/11)

No action is necessary

12

31/10.

Dues

23/11

12

NOTE—Contn. sheet.

7

with
Introductory note by the Council
Section of 27.10.14 — Y 11/7

Council Confidential Collection 72. Vol II

Z
L
M.

To

C. S. Balasundaramiyyer Esq., B. A.

General & Rev. Secy.

My dear Balasundaramiyyer,

I would invite your attention to G.O. No. G. 2762-2809- G. M. 165-11-1 dated the 13th November 1911, directing that all Communications to Government should be signed by the Head of the Office himself and not by any of his Assistants. Even before its issue, the principle of the order was being substantially followed in my Office as all Communications to Government were issuing under my signature with the exception of references of a routine character such as Leave Certificates, Pension reports, Reports under article 5 of the C. A. C, Certificates on Proposition and Re-appropriation Statements and letters giving cover to such Certificates which were being signed by my assistants. Under the Code rules, the responsibility for the correctness of such papers rest on my gazetted Assistants and not on me. Such Communications are naturally very numerous in an account

Account Office, and it is physically impossible for me to find the time for affixing my signature to them all, or to scrutinise them even so superficially. I do not think, for the reason mentioned above, that the order in question contemplated a change in the procedure followed in respect of such references, and under this impression, I am continuing the long-standing practice in this office under which communications to Government on routine matters referred to above issue over the signature of my Assistant.

Yours sincerely.

Leopoldo de la Torre.

14/3/12.

Routine Notes.

No 714428

[To be used only for notes, requisitions, etc., not intended for permanent record.]

Copy

G. R. S.

4-4-1912

My dear Mr. Chakravarti

Your D.O. letter of the
15th ultimo to hand.

There is no objection
whatever to routine papers
of the kind mentioned by you
being submitted to Govt
under the signature of your
Assistant.

Yours Sincerely

D. C. S. Balasundaram

N.B.—Should routine notes be written on small slips,
the notes must be copied, or slips pasted on
this form.

II 1871 97 9/1 3345

No. B. 2/1

MYSORE PUBLIC WORKS DEPARTMENT,

Central Office of Accounts,

Dated Bangalore, the 17th January 19

From

Dewan Bahadur,

DIARY No. 2722

J. S. Chakravarti Esq., M.A., F.R.A.S., Etc.,

Comptroller to the Government of Mysore,

Public Works and Railway Branch.

12/13-10/14	
SECTION	9.7
FILE NO.	41-13
TO	40

K. R. Srinivasa Iyengar, Esq., M.A.,

Secretary to the Government of Mysore,

General and Revenue Departments.

Sir,

Adverting to Government Order No. 683-723/65-C9-1 of the 6th August 1909, I have the honour to forward a nil statement of circulars issued by this office during the month of ^{December} ~~November~~ 1913.

I have the honour to be,

Sir,

Your most obedient servant,

A. Appa Rao
Assistant Examiner,

P. W. and Railway Branch.

C.V.

27
17.1.14

Serial No. 114]

It is requested that in future communications on the subject, the No. and date of this letter, and the distinguishing letters below the number as given opposite, may be quoted. All communications should be addressed as follows: - Comptroller, Mysore Public Works and Railway Branch, Bangalore.

No. 3887 2/1.

C.

MYSORE PUBLIC WORKS DEPARTMENT,
CENTRAL OFFICE OF ACCOUNTS,

Dated Bangalore, the 12th February 1914.

FROM

DEWAN BAHADUR

J. S. CHAKRAVARTI, ESQ., M.A., F.R.A.S., etc.,

Comptroller to the Government

of His Highness the Maharaja of Mysore,

Public Works and Railway Branch.

DIARY No. 3/75

To

K. R. Srinivasaiengar Esq., M.A.,

Secretary to the Government of Mysore,

General and Revenue Departments.

Sir,

Adverting to Government Order No.683-723/65-09-

1 of the 6th August 1909, I have the honour to forward a nil statement of circulars issued by this office during the month of January 1914.

I have the honour to be,

Sir,

Your most obedient servant,

A. Appa Rao

Assistant Examiner,

P. W. and Railway Branch.

C.V.

84
12.2.14

MYSORE PUBLIC WORKS DEPARTMENT

191

FROM

DEWAN BAHADUR

J. S. CHAKRAVARTI, Esq.,

M.A., F.R.A.S., etc.,

Comptroller to the Govt. of

H. H. the Maharaja of Mysore,

P. W. & Ry. Branch.

To *The Secretary,*
General & Revenue Dept.

Dated *2. 1914. Govt. of Mysore*

Despatched

Received

No. *10. 2/1.*

SUBJECT.

*Forwarding a nil
statement of circulars
issued during January 1914*

From

1913/14
The Offg. Chief Engineer of Mysore,
Bangalore.

To The Secretary to Government,
General & Revenue Department,
Bangalore.

Dated Bangalore, 9th March 1914.
Despatched

Received

General No. 2255
No.

Enclosure No. one

Forwarding a copy of Circular
No. 8 dated 7th March 1914, regarding the
reduction of the value of buildings as
shown in the registers.

DIARY No. 3627

10/3-10/4
SECTION 4.7
FILE No. 44-13
SERIAL No. 7

No. 2255

Quoted

Mysore Public Works Department,
Central Office,
Bangalore, Dated 7th March 1914.

From

K.Krishnaiengar Esq., B.A., L.C.E.,
Offg: Chief Engineer of Mysore, Bangalore.

To

K.R.Srinivasaiengar Esq., M.A.,
Secretary to Government,
General and Revenue Departments,
Bangalore.

Sir,

With reference to G.O.No,7405-45/Edn.422-07-9 dated the 6th February 1909, I have the honour to forward herewith, for information and record in the General and Revenue Secretariat, a copy of this office Circular No.8 of this date, regarding the reduction of the value of buildings as shown in the registers.

I have the honour to be,

S i r,

Your most obedient servant,

K. Krishnaiengar

Offg: Chief Engineer of Mysore.

V.S.P.

Circular No.8

Mysore Public Works Department,

Central Office,

Dated Bangalore, 7th March 1914.

From

The Chief Engineer of Mysore,

To

The Superintending Engineers of Circles, and

All Executive Engineers of Divisions.

Circular Memorandum

Several instances have come to notice in which, while reporting the capital cost of Government buildings let or available for rent as residences, the Executive and Superintending Engineers concerned made certain deductions, either in lump or at a percentage rate, from the value shown in the registers, in order to round off the amount to even hundreds or on account of deterioration of the buildings.

2. The officers referred to above are hereby informed that it is not within their powers to make any deductions from the value shown in the registers. It is the Government alone that can order a reduction upon a report from the Chief Engineer that the cost as shown in the registers is greatly in excess of the real value of the buildings- vide para 2, clause (3) of G.O. No.291-324/2149-82 dated the 26th March 1908.

3. In cases where the value of the buildings requires to be reduced for any valid reason, separate application for same should be made to the Chief Engineer to allow of Government orders being obtained in the matter.

H. Himmatar
Offg: Chief Engineer of Mysore.
nr 6

V.N.S.

W. Serial No. 114]

No.

MYSORE PUBLIC WORKS DEPARTMENT,
CENTRAL OFFICE OF ACCOUNTS,

Dated Bangalore, the 9th May 1914.

It is requested that in future communications on the subject, the No. and date of this letter, and the distinguishing letters below the number as given opposite, may be quoted. All communications should be addressed as follows:—Comptroller, Mysore Public Works and Railway Branch, Bangalore.

FROM

J. S. CHAKRAVARTI, Esq., M.A., F.R.A.S., etc.,

Comptroller to the Government

of His Highness the Maharaja of Mysore,

Public Works and Railway Branch.

DIARY NO.

4577

10/3-10/4
SECTION 9 th
FILE NO. 41-7
SERIAL NO. 8(a)

Mr. Narasinga Rao Esquire. B.A., B.L.
Offg. Secretary to Government of Mysore
General and Revenue Departments

Sir,

Adverting to Government Order No. 7405-15
Ord. 422-07-9 of 6th February 1909, I have the honor to
forward herewith copies of the marginally noted
Circulars of Public Works Branch and Circular
No. 1 dated 16th March 1914 of the Railway Con-
struction Branch, issued during the month
of March 1914.

I have the honor to be

Sir

Your most obedient servant

Asst. Examiners

P. W. B. Branch

95.14

7/5/14

Circular No. 4 dated 20th March 1914

5th 16th do
6th 22nd do

MYSORE PUBLIC WORKS DEPARTMENT

191

FROM

DEWAN BAHADUR

J. S. CHAKRAVARTI, Esq.,

M.A., F.R.A.S., etc.,

Comptroller to the Govt. of

H. H. the Maharaja of Mysore,

P. W. & Ry. Branch. ✱

To

Dated

Despatched

Received

No.

SUBJECT.

Copy of Circular No 4 dated 20th March 1914 from the Comptroller to the Government of Mysore, Public Works and Railway Branch, to the Executive Engineers of Divisions and other Public Works Disbursers.

The following is the procedure for drawing, accounting for and recovering advance sanctioned by Government for officers of the Public Works, Canals, Power, Home and Railway Departments:-

The advances sanctioned will be drawn from the treasury on execution of the bond prescribed by Government Order No 5026-11/G. I. 16-12-28 dated 10th March 1913 and not on cheques drawn by disbursers of the Departments referred to. The advances should be debited to Miscellaneous Advances. Accounts by corresponding credit to Civil Departments. Items adjustable by Public Works Department in the month in which they are drawn from the treasury and their recovery should be made by the Divisional Officers

concerned

concerned every month regularly, under
the rules laid down in Government Order,
No 5026-71/G. J. 16-12-28 dated 10th March 1913
and credited to the Advance Account; The
bonds will be forwarded by the Deputy
Commissioners for safe custody to this
Office which keeps the account of such
advances and watches their recovery. On
recovery of the full amount of an advance, the
bond will be returned to the Deputy Com-
missioner with an endorsement by this Office
to the effect, that the advance has been repaid.

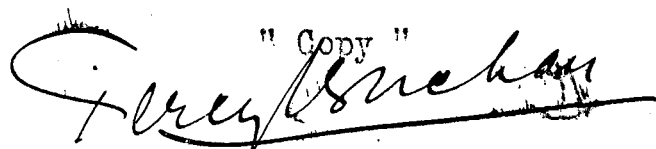
Copy
Secretary

Head Clerk: P. W. B. Branch,
Comptroller's Office

Circular No.5 dated 16th March 1914 from the Comptroller to the Government of Mysore, Public Works and Railway Branch, to the Executive Engineers of Divisions and other Public Works Disbursers.

Circulat Memorandum.

Having recently come across a case in which a double repayment of the amount deposited by a contractor with his tender for a certain work was rendered possible by the non-insistence by the Executive -- Engineer making the refund of the return of the original receipt --- granted at the time the Deposit was made, the undersigned takes this opportunity to impress upon all Disbursing Officers the necessity of satisfying themselves; before ordering the refund of Deposits, that the instructions contained in Para 979 of the Public Works Code Volume I and those printed in the receipt book form Public Works Serial -- No.158 are invariably observed.

" Copy "


Head Clerk, P. W. and Railway Branch,

Comptroller's Office,

Bangalore.

MYSORE PUBLIC WORKS DEPARTMENT, CENTRAL OFFICE OF ACCOUNTS.

Circular No. 6, dated 25th March 1914.

To—All Public Works Disbursers including Civil Officers.

It is observed that many payees' receipts received long after they were due bear the same dates as those on which the corresponding cheques were drawn and this is due to the practice which prevails in some divisions and districts of entering in receipts the dates of cheques instead of those on which cheques are actually delivered to payees. This practice is irregular and should be stopped. An acknowledgment of payment should bear the date on which the payee actually receives the cheque drawn in his favour or the money disbursed to him and no other date should be entered in the receipt. Where the payee is literate he should be required to enter in his own hand the date on which he receives payments and acknowledges it.

A. APPAVU MOODALIAR,

For Comptroller,
Public Works and Railway Branch.

MYSORE PUBLIC WORKS DEPARTMENT, CENTRAL OFFICE
OF ACCOUNTS.

Circular No. I.—Railways-Construction, dated Bangalore, the 16th March 1914.

*To—All Executive Engineers, Railway Construction Divisions and
Engineer-in-Chief, Mysore State Railway,
Construction Department.*

The undersigned has the honour to invite reference to para 344 (1), State Railway Construction Code, and to request that commencing with the accounts for February 1914, the Account Current may be sent *in advance* of other accounts and vouchers, so as to reach this office not later than the 18th of the following month. If there is any delay in closing the Cash Abstract Book which should be very rare, a preliminary Account Current should be prepared and submitted by the due date.

M. N. KRISHNA RAO,
For Comptroller and P. W. Railway Branch.